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MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Adjustment of Office of Research and Reports Table of Organization

1. The Office of Research and Reports proposes, in the attached memorandum (Annex A), to readjust its table of organization and ceiling to reflect the dissolution of the Special Industries Branch and the Industrial Projects Branch of the Industrial Division. The following actions are required:

(a) In accordance with an agreement between the Assistant Directors of ORR and the Office of Scientific Intelligence (Tab A of the ORR memorandum), the nuclear energy intelligence functions of the Special Industries Branch, together with three personnel ceiling slots and incumbents, are to be transferred to Nuclear Energy Division of OSI. ORR 1/3 positions F-1102, 1106 and 1108 are to be abolished in order to permit the ceiling transfer. OSI has agreed to utilize existing vacant T/O slots to permit the transfer.

(b) ORR slot F-1104, Special Industries Branch is to be deleted in order to permit the transfer of a ceiling slot to OSI as approved by the Deputy Director (Administration) on 11 April 1954, to perform a security function.

(c) Slots F-1103, 1105, 1106.01 and 1107 are to be transferred from Special Industries Branch to other ORR components, as indicated in Annex I of the ORR memorandum (Annex A). Position F-1107 is to be reclassified.

(d) Dissolution of Industrial Projects Branch has been agreed upon by ORR and the Management Staff as necessary to eliminate duplication of the functions of other ORR components. Slots F 353, 355, 355.01, 1101, 356, 356.01, 358.01, 358 and 359 are to be transferred to other ORR components as indicated in Annex I of the ORR memorandum (Annex A). ORR has requested reclassifications of positions 353 and 358.

2. The actions indicated above will effect a saving of approximately 9 personnel, all of whom are to be transferred to other areas of ORR in order to increase production or to accomplish work not now being performed. (See Annex I with addenda)

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3. The Assistant Director for Personnel, in Annex B, has concurred in the proposals with the exception of the proposed classifications of positions P-353 and 1103, recommending that these positions be classified on a dual grade basis (GS 13/14) pending a classification survey. ORR has agreed to this. The AD/P has concurred in the transfer of ceiling slots from Special Industries Branch to Nuclear Energy Division, CSI, with the understanding, agreed upon by CSI, that a position of Intelligence Officer (General Economics) is to be established in the office of the Nuclear Energy Division Chief of grade GS 14/15, in lieu of position # 508.01, to accommodate the present GS-14 incumbent of ORR position P1102, pending classification review.

4. The Budget Division in its concurrence (Annex C) indicates that funds are available in the ORR budgets for fiscal years 1954 and 1955 and that only minor fund transfers are necessary to accomplish the proposed transfers.

5. It is recommended that the ORR proposal be approved as follows:

(a) Eliminate Special Industries Branch and Industrial Projects Branch of Industrial Division, Office of Research and Reports.

(b) Eliminate ORR positions P-1102, 1104, 1106 and 1108 and transfer three personnel ceiling slots to CSI.

(c) Eliminate CSI position # 508.01 and establish a position of Intelligence Officer (General Economics), GS 14/15 in the office of the Chief, Nuclear Energy Division.

(d) Transfer the remaining I/O slots of the above-named ORR branches as indicated in Annex I of the ORR memorandum, subject to recommendations of the Assistant Director for Personnel regarding classification.

STATINTL


Chief, Management Staff

ATTACHMENTS:

Tab A - Proposal

Tab B - Concurrence of AD/P

Tab C - Concurrence of Budget Div.

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